

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Walter Baudier	Pay Period	5
Employee No.	1	Dates:	February 21, 2013 to March 6, 2013

Job No.	Date	3010	9989										
Phase No.		40	40										
Task No.		30	30										
Thursday	2/21												
Friday	2/22												
Saturday	2/23												
Sunday	2/24												
Monday	2/25		1	Latrobe									
Tuesday	2/26		2	Latrobe									
Wednesday	2/27												
Thursday	2/28												
Friday	3/1	2.5											
Saturday	3/2												
Sunday	3/3												
Monday	3/4	6	2.5	Latrobe									
Tuesday	3/5	2											
Wednesday	3/6	3											
Total Hours		13.5	5.5										

Hours Worked: 19 +Annual Leave =Sick Leave =Total Hours 19

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Walter Baudier	Pay Period	6
Employee No.	1	Dates:	March 7, 2013 to March 20, 2013

Job No.	Date	3010											
Phase No.		40											
Task No.		30											
Thursday	3/7	5.5											
Friday	3/8	4											
Saturday	3/9												
Sunday	3/10												
Monday	3/11	2											
Tuesday	3/12	2											
Wednesday	3/13	3.5											
Thursday	3/14	3											
Friday	3/15	3											
Saturday	3/16												
Sunday	3/17												
Monday	3/18	4											
Tuesday	3/19	3.5											
Wednesday	3/20	3											
Total Hours		33.5											

Hours Worked: 33.5 +Annual Leave _____ +Sick Leave _____ =Total Hours 33.5

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Walter Baudier	Pay Period	7
Employee No.	1	Dates:	March 21, 2013 to April 3, 2013

Job No.	Date	3010											
Phase No.		40											
Task No.		30											
Thursday	3/21	3											
Friday	3/22	2.5											
Saturday	3/23												
Sunday	3/24												
Monday	3/25	3											
Tuesday	3/26	3											
Wednesday	3/27	2											
Thursday	3/28	2.5											
Friday	3/29												
Saturday	3/30												
Sunday	3/31												
Monday	4/1	4											
Tuesday	4/2	2.5											
Wednesday	4/3	4.5											
Total Hours		27											

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Walter Baudier	Pay Period	8
Employee No.	1	Dates:	April 4, 2013 to April 17, 2013

Job No.	Date	3010	9989										
Phase No.		40	40										
Task No.		30	30										
Thursday	4/4	4											
Friday	4/5	3.5											
Saturday	4/6												
Sunday	4/7												
Monday	4/8	2											
Tuesday	4/9	3.5	3	Latrobe									
Wednesday	4/10	5											
Thursday	4/11	2.5											
Friday	4/12	4											
Saturday	4/13												
Sunday	4/14												
Monday	4/15	2											
Tuesday	4/16	2											
Wednesday	4/17	3.5											
Total Hours		32	3										

Hours Worked: 35 +Annual Leave =Sick Leave =Total Hours 35

Signature: 

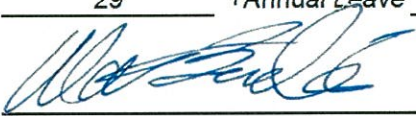
Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name: Walter Baudier	Pay Period 9
Employee No. 1	Dates: April 18, 2013 to May 1, 2013

Job No.	Date	3010											
Phase No.		40											
Task No.		30											
Thursday	4/18	2											
Friday	4/19	1											
Saturday	4/20												
Sunday	4/21												
Monday	4/22	3											
Tuesday	4/23	4											
Wednesday	4/24	2											
Thursday	4/25	4.5											
Friday	4/26	3											
Saturday	4/27												
Sunday	4/28												
Monday	4/29	4.5											
Tuesday	4/30	2											
Wednesday	5/1	3											
Total Hours		29											

Hours Worked: 29 +Annual Leave _____ +Sick Leave _____ =Total Hours 29

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Walter Baudier	Pay Period	10
Employee No.	1	Dates:	May 2, 2013 to May 15, 2013

Job No.	Date	3010											
Phase No.		40											
Task No.		30											
Thursday	5/2	4.5											
Friday	5/3	4											
Saturday	5/4												
Sunday	5/5												
Monday	5/6	2											
Tuesday	5/7	3.5											
Wednesday	5/8	2.5											
Thursday	5/9	2											
Friday	5/10	2											
Saturday	5/11												
Sunday	5/12												
Monday	5/13	2											
Tuesday	5/14	4											
Wednesday	5/15	6											
Total Hours		32.5											

Hours Worked: 32.5 +Annual Leave =Total Hours 32.5

Signature: 


Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Walter Baudier	Pay Period	11
Employee No.	1	Dates:	May 16, 2013 to May 29, 2013

Job No.	Date	3010											
Phase No.		40											
Task No.		30											
Thursday	5/16	4											
Friday	5/17	4											
Saturday	5/18												
Sunday	5/19												
Monday	5/20	3.5											
Tuesday	5/21	4											
Wednesday	5/22	1											
Thursday	5/23	2											
Friday	5/24												
Saturday	5/25												
Sunday	5/26												
Monday	5/27												
Tuesday	5/28	3.5											
Wednesday	5/29	4.5											
Total Hours		26.5											

Hours Worked: 26.5 +Annual Leave =Total Hours 26.5

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Walter Baudier	Pay Period	12
Employee No.	1	Dates:	May 30, 2013 to June 12, 2013

Job No.	Date	3010											
Phase No.		40											
Task No.		30											
Thursday	5/30	5											
Friday	5/31	5.5											
Saturday	6/1												
Sunday	6/2												
Monday	6/3												
Tuesday	6/4												
Wednesday	6/5												
Thursday	6/6												
Friday	6/7												
Saturday	6/8												
Sunday	6/9												
Monday	6/10												
Tuesday	6/11												
Wednesday	6/12												
Total Hours		10.5											

Hours Worked: 10.5 +Annual Leave _____ +Sick Leave _____ =Total Hours 10.5

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name: John Holtgreve	Pay Period 5
Employee No. 2	Dates: February 21, 2013 to March 5, 2013

Job No.	Date	OH	2025	3010.9.1	1063.1.1	1062	1063.2	3010.9.2	1060.6.2.1	3014	4009	3013	TOTALS
Phase No.		1	35	40	80	80	40	80	40	80	80	40	
Task No.		50	30	30	30	30	30	30	30	30	30	30	
Thursday	2/21	3	3	2.5	1.5	0.5	0.5						11
Friday	2/22	3.5		3	1			0.5					8
Saturday	2/23												
Sunday	2/24												
Monday	2/25	1	1.5	0.5	1			1.5	1.5	2			9
Tuesday	2/26	2	1	3.5				1			0.5	0.5	10
Wednesday	2/27	3		2.5					1.5				7
Thursday	2/28	2.5	1.5	1.5		0.5		0					8.5
Friday	3/1-2/29	3	1	0.5	2.5								7
Saturday	3/2 3/1												
Sunday	3/3 3/2												
Monday	3/4 3/3	3		1.5	2.5			1					9
Tuesday	3/5 3/4	5	2.5		0.5	0.5							9
Wednesday	3/6 3/5	1.5	1.5		0.5					1			9.5
Total Hours		27.5	12	15.5	9.5	1.5	0.5	4	3	3	0.5	0.5	88

Hours Worked: 87.5 +Annual Leave — +Sick Leave 0.5 =Total Hours 88

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			



Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name:	John Holtgreve	Pay Period	5
Employee No.	2	Dates:	February 21, 2013 to March 5, 2013

Job No.	Date	OH	2500	1068.2	6005.1	3010.9.3	4501	3500					TOTALS
Phase No.		2	35	40	40	80	35	40					
Task No.		30	30	30	30	30	30	30					
Thursday	2/21												0
Friday	2/22												0
Saturday	2/23												
Sunday	2/24												
Monday	2/25												0
Tuesday	2/26	0.5	1										1.5
Wednesday	2/27												0
Thursday	2/28			2.5									2.5
Friday	3/1 2/29												0
Saturday	3/2 -3/1												
Sunday	3/3 -3/2												
Monday	3/4 -3/3				1								1
Tuesday	3/5 -3/4					0.5							0.5
Wednesday	3/6 3/5				1		3	1					5
Total Hours		0.5											10.5

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature:  _____

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

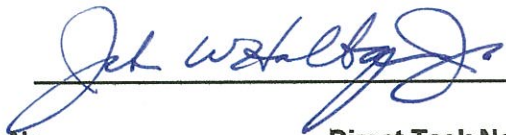
Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name:	John Holtgreve	Pay Period	6
Employee No.	2	Dates:	March 7, 2013 to March 20, 2013

Job No.	Date	OH	1063.2	1068.3	3010.9.2	2025	3010.9.1	3013	3014	2500	OH	1060.6.1.2	TOTALS
Phase No.		1	40	40	40	35	40	40	80	35	2	80	
Task No.		50	30	30	30	30	30	30	30	230	20	30	
Thursday	3/7	2.5	1	1	0.5	3.5	0.5						9
Friday	3/8	0.5				1		1	0.5	0.5			3.5
Saturday	3/9												
Sunday	3/10												
Monday	3/11	2.5	1			1	1	0.5	1.5	1		1	10
Tuesday	3/12	5				1	0.5	0.5	0.5			0.5	9
Wednesday	3/13	3	1		1	1		1					8.5
Thursday	3/14	1				0.5		0.5		1			7.5
Friday	3/15	1				4.5						1	7.5
Saturday	3/16												
Sunday	3/17												
Monday	3/18	3.5			1	0.5	0.5	1					9.5
Tuesday	3/19	1.5			0.5	1	2					1	8.5
Wednesday	3/20										8		8
Total Hours		20.5	3	1	3	14	4.5	4.5	2.5	2.5	8	3.5	81

Hours Worked: 70 +Annual Leave 8 +Sick Leave 3 =Total Hours 81

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
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70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
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85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
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95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name: John Holtgreve	Pay Period 6
Employee No. 2	Dates: March 7, 2013 to March 20, 2013

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Job No.	Date	6005.1	1063.1	3500	1068.2	1062.1	3010.9.3	1068.4	OH				TOTALS
Phase No.		40	80	40	40	40	80	40	2				
Task No.		30	30	30	30	30	30	30	30				
Thursday	3/7												0
Friday	3/8												0
Saturday	3/9												
Sunday	3/10												
Monday	3/11	0.5											0.5
Tuesday	3/12		1										1
Wednesday	3/13			0.5	1								1.5
Thursday	3/14	1	0.5						3				4.5
Friday	3/15	0.5		0.5									1
Saturday	3/16												
Sunday	3/17												
Monday	3/18		0.5	0.5		1	1						3
Tuesday	3/19		0.5			0.5	1	0.5					2.5
Wednesday	3/20												0
Total Hours		2	2.5	1.5	1	1.5	2	0.5	3	0	0	0	14

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: _____

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
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85-Shop Drawings			
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95-Project Management			
96-Damage Assessments			

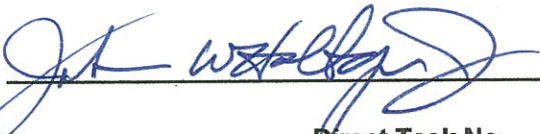
Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name: John Holtgreve	Pay Period 7
Employee No. 2	Dates: March 20, 2013 to April 3, 2013

Job No.	Date	OH	2025	1060.6.1.2	1063.1	3010.9.2	3010.9.1	3010.9.3	3013	3500	1063.2	1062	TOTALS
Phase No.		1	35	80	80	80	40	80	40	40	40	40	
Task No.		50	30	30	30	30	30	30	30	30	30	30	
Thursday	3/21	3.5	0.5	1	1	1.5	0.5	0.5					8.5
Friday	3/22	0.5	1	2	1	1		0.5	1.5	0.5			8
Saturday	3/23												0
Sunday	3/24												0
Monday	3/25	1.5		2	1	1			1.5	1			8
Tuesday	3/26	6	0.5				2.5		2.5				11.5
Wednesday	3/27	3.5	1		1				0.5	0.5	0.5	0.5	7.5
Thursday	3/28	1		1			0.5	1	1.5	0.5	1		9.5
Friday	3/29												8
Saturday	3/30												0
Sunday	3/31												0
Monday	4/1	0.5	0.5				1.5		3.5			1	8.5
Tuesday	4/2	1.5	0.5		1	1.5	0.5		1	0.5			7.5
Wednesday	4/3	3.5			0.5					0.5		1	7
Total Hours		21.5	4	6	5.5	5	5.5	2	12	3.5	1.5	2.5	84

Hours Worked: 84 +Annual Leave 0 +Sick Leave 0 =Total Hours 84

Signature: 

- | Phase No. | Direct Task No. | Overhead Task No. | Reimbursable Task No. |
|--------------------------------|---------------------|------------------------------|---------------------------|
| 1-Current/Gen. Office | 10-Administration | 10-Holiday | 00-No Category |
| 2-Payroll Additive/Overhead | 20-Clerical | 20-Annual Leave | 10-Parking |
| 20-Conceptual Planning | 30-Engineering | 30-Sick Leave | 20-Travel |
| 25-Financing | 40-Drafting | 35-Comp Leave | 30-Hotels |
| 30-Preliminary Design | 50-Inspection | 40-Adm. Leave | 40-Meals |
| 35-Design Memo/Study | 60 | 45-Jury Duty | 50-Office Supplies |
| 40-Final Design | 70-Computer Service | 50-General Office | 50-Miscellaneous Expenses |
| 45-Redesign | | 60-Pension Plan | |
| 50-Client Revisions | | 70-Computer Service | |
| 70-Bid Phase | | 80-Proposals | |
| 75-Surveying | | 81-Pre-Contract Negotiations | |
| 80-Construction Administration | | 82-Business Development | |
| 85-Shop Drawings | | | |
| 90-Post Construction Services | | | |
| 95-Project Management | | | |
| 90-Post Construction Services | | | |
| 95-Project Management | | | |
| 96-Damage Assessments | | | |



Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name: John Holtgreve	Pay Period 7
Employee No. 2	Dates: March 20, 2013 to April 2, 2013

Job No.	Date	OH	1068.4	OH	1060.6.2.1	3014	7004.8							TOTALS
Phase No.		2	40	2	40	80	80							
Task No.		40	30	10	30	30	30							
Thursday	3/21													0
Friday	3/22													0
Saturday	3/23													0
Sunday	3/24													0
Monday	3/25													0
Tuesday	3/26													0
Wednesday	3/27													0
Thursday	3/28	1	2											3
Friday	3/29			8										8
Saturday	3/30													0
Sunday	3/31													0
Monday	4/1				1	0.5								1.5
Tuesday	4/2						1							1
Wednesday	4/3				1.5									1.5
Total Hours		1	2	8	2.5	0.5	1	0	0	0	0	0	0	15

Hours Worked 15 +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: _____

- | Phase No. | Direct Task No. | Overhead Task No. | Reimbursable Task No. |
|--------------------------------|---------------------|------------------------------|---------------------------|
| 1-Current/Gen. Office | 10-Administration | 10-Holiday | 00-No Category |
| 2-Payroll Additive/Overhead | 20-Clerical | 20-Annual Leave | 10-Parking |
| 20-Conceptual Planning | 30-Engineering | 30-Sick Leave | 20-Travel |
| 25-Financing | 40-Drafting | 35-Comp Leave | 30-Hotels |
| 30-Preliminary Design | 50-Inspection | 40-Adm. Leave | 40-Meals |
| 35-Design Memo/Study | 60 | 45-Jury Duty | 50-Office Supplies |
| 40-Final Design | 70-Computer Service | 50-General Office | 50-Miscellaneous Expenses |
| 45-Redesign | | 60-Pension Plan | |
| 50-Client Revisions | | 70-Computer Service | |
| 70-Bid Phase | | 80-Proposals | |
| 75-Surveying | | 81-Pre-Contract Negotiations | |
| 80-Construction Administration | | 82-Business Development | |
| 85-Shop Drawings | | | |
| 90-Post Construction Services | | | |
| 95-Project Management | | | |
| 90-Post Construction Services | | | |
| 95-Project Management | | | |
| 96-Damage Assessments | | | |

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name: John Holtgreve	Pay Period 8
Employee No. 2	Dates: April 4, 2013 to April 17, 2013

Job No.	Date	OH	3014	1060.6.2.1	2025	3013	1063.1	3010.9.3	1062	6005.1	1063.2	7004.8	TOTALS
Phase No.		1	80	40	35	40	80	80	80	80	40	80	
Task No.		50	30	30	30	30	30	30	30	30	30	30	
Thursday	4/4	3	0.5	0.5	3	1	0.5						8.5
Friday	4/5	1.5		0.5	0.5			1.5	1	1			6
Saturday	4/6												
Sunday	4/7												
Monday	4/8	7					0.5		0.5	0.5	1		9.5
Tuesday	4/9	5		1			0.5					1	10
Wednesday	4/10												8
Thursday	4/11	2	0.5	0.5	1			0.5	0.5		0.5		8.5
Friday	4/12	2			1		1	1.5	0.5	1			8.5
Saturday	4/13												
Sunday	4/14												
Monday	4/15	6						0.5		2.5			9
Tuesday	4/16	5.5			0.5		0.5	0.5		0.5			7.5
Wednesday	4/17	4					0.5		1	0.5			11
Total Hours		36	1	2.5	6	1	3.5	4.5	3.5	6	1.5	1	86.5

Hours Worked: 78.5 + Annual Leave 8 + Sick Leave 0 = Total Hours 86.5

Signature: _____

John Holtgreve

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name: John Holtgreve	Pay Period 8
Employee No. 2	Dates: April 3, 2013 to April 16, 2013

Job No.	Date	7003.3	3500	OH	3010.9.2	4009	1060.6.1	OH*	1060.6.1.2				TOTALS
Phase No.		80	40	2	40	80	40	1	80				
Task No.		30	30	20	30	30	30	50	30				
Thursday	4/4												0
Friday	4/5												0
Saturday	4/6												
Sunday	4/7												
Monday	4/8												0
Tuesday	4/9	0.5	2										2.5
Wednesday	4/10			8									8
Thursday	4/11		1.5		1	0.5							3
Friday	4/12		1				0.5						1.5
Saturday	4/13												
Sunday	4/14												
Monday	4/15												0
Tuesday	4/16												0
Wednesday	4/17		1					3.5	0.5				5
Total Hours		0.5	5.5	8	1	0.5	0.5	3.5	0.5	0	0	0	20

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: _____

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services	* TOWN HALL MEETING WITH OLD (NFPAMA)		
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

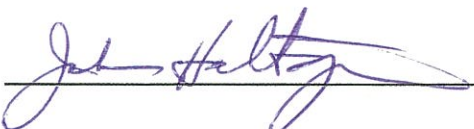
Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name: John Holtgreve	Pay Period 9
Employee No. 2	Dates: April 18, 2013 to MAY 1, 2013

Job No.	Date	OH	1063.1	1062	1060.6.1.2	2025	3010.9.3	3014	6005.1	7006.1	1063.2	OH	TOTALS
Phase No.		1	80	80	80	35	80	80	80	40	40	2	
Task No.		50	30	30	30	30	30	30	30	30	30	30	
Thursday	4/18	1.5	0.5	0.5	0.5	2	0.5	1.5	0.5				7.5
Friday	4/19	0.5	0.5	0.5			2.5		1	0.5	0.5		6
Saturday	4/20/2013												
Sunday	4/21												
Monday	4/22											8	8
Tuesday	4/23	1.5	2	0.5	0.5		1						8.5
Wednesday	4/24	2.5	0.5		0.5	0.5							7.5
Thursday	4/25	0.5						0.5				3	8
Friday	4/26	1.5	2					0.5	0.5	0.5	1	2	8
Saturday	4/27												
Sunday	4/28												
Monday	4/29	2	0.5			1.5			0.5		1		10
Tuesday	4/30	6.5				0.5			1		0.5		9.5
Wednesday	5/1	1.5				0.5		1	0.5		1		7
Total Hours		18	6	1.5	1.5	5	4	3.5	4	1	4	13	80

Hours Worked: 67 +Annual Leave 0 +Sick Leave 13 =Total Hours 80.5

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name:	John Holtgreve	Pay Period	9
Employee No.	2	Dates:	April 18, 2013 to MAY 1, 2013

Job No.	Date	3013	1068.4	3500	6005	7003.2	4501							TOTALS
Phase No.		40	40	40	85	80	35							
Task No.		30	30	30	30	30	30							
Thursday	4/18		0.5											0.5
Friday	4/19													0
Saturday	4/20/2013													
Sunday	4/21													
Monday	4/22													0
Tuesday	4/23	2.5	0.5											3
Wednesday	4/24	1	1	0.5	1									3.5
Thursday	4/25					4								4
Friday	4/26													0
Saturday	4/27													
Sunday	4/28													
Monday	4/29	1	3.5											4.5
Tuesday	4/30						1							1
Wednesday	5/1		0.5	1			1							2.5
Total Hours		4.5	6	1.5	1	4	2	0	0	0	0	0	0	19

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature:  _____

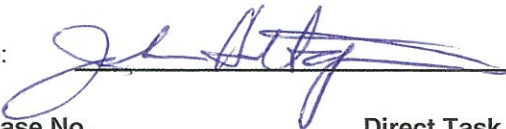
Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name: John Holtgreve	Pay Period 10
Employee No. 2	Dates: May 2, 2013 to May 15, 2013

Job No.	Date	OH	3500	1063.2	6005.1	2025	3010.9.3	1060.6.1.2	1068.4	OH	7004.8		TOTALS
Phase No.		1	40	40	40	35	80	80	40	2	80		
Task No.		50	30	30	30	30	30	30	30	20	30		
Thursday	5/2	4.5	1	0.5	0.5	2	1.5						10
Friday	5/3	1.5		0.5	0.5		3.5	1	0.5				7.5
Saturday	5/4												
Sunday	5/5												
Monday	5/6									8			8
Tuesday	5/7	6	1		1	0.5	1						9.5
Wednesday	5/8	6	0.5		0.5	1							8
Thursday	5/9	6	2				1.5	0.5					10
Friday	5/10	5.5	2								0.5		8
Saturday	5/11												
Sunday	5/12												
Monday	5/13									8			8
Tuesday	5/14									8			8
Wednesday	5/15	10.5					0.5						11
Total Hours		40	6.5	1	2.5	3.5	8	1.5	0.5	24	0.5	0	88

Hours Worked: 64 +Annual Leave 24 +Sick Leave _____ =Total Hours 88

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Page 1 of 2

Name: John Holtgreve	Pay Period 11
Employee No. 2	Dates: May 16, 2013 to May 29, 2013

Job No.	Date	OH	3014	1060.6.1.2	6005.1	9986	4501	1068.4	1063.1	1062	3010.9.3	7004.8	TOTALS
Phase No.		1	80	80	40	40	35	40	80	80	80	80	
Task No.		50	30	30	30	30	30	30	30	30	30	30	
Thursday	5/16	5.5	0.5	1	0.5	0.5	0.5						8.5
Friday	5/17	5.5				0.5		1	0.5				7.5
Saturday	5/18												
Sunday	5/19												
Monday	5/20	7				0.5	0.5			0.5			8.5
Tuesday	5/21	6.5							1		0.5	0.5	9
Wednesday	5/22	5		1								1	8
Thursday	5/23	5.5		0.5		1.5							8.5
Friday	5/24	2							0.5	1.5	2		6.5
Saturday	5/25												
Sunday	5/26												
Monday	5/27												8
Tuesday	5/28												8
Wednesday	5/29	2.5		0.5	1				1.5	0.5			9
Total Hours		39.5	0.5	3	1.5	3	1	1	3.5	2.5	2.5	1.5	81.5

Hours Worked: 73.5 +Annual Leave 8 +Sick Leave — =Total Hours 81.5

Signature: John Holtgreve

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

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Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Page 2 of 2

Name: John Holmgren	Pay Period 11
Employee No. 2	Dates: May 16, 2013 to May 29, 2013

Job No.	Date	7004.3	3500	1063.2	OH	OH	7006.1	1068.6						TOTALS
Phase No.		80	40	40	2	2	35	40						
Task No.		30	30	30	10	20	30	30						
Thursday	5/16													0
Friday	5/17													0
Saturday	5/18													
Sunday	5/19													
Monday	5/20													0
Tuesday	5/21	0.5												0.5
Wednesday	5/22		1											1
Thursday	5/23		1											1
Friday	5/24			0.5										0.5
Saturday	5/25													
Sunday	5/26													
Monday	5/27				8									8
Tuesday	5/28					8								8
Wednesday	5/29						2.5	0.5						3
Total Hours		0.5	2	0.5	8	8	2.5	0.5	0	0	0	0		22.0

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours 22.0

Signature: _____

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

PAGE 1 OF 2

Name: John Holtgreve	Pay Period 12
Employee No. 2	Dates: May 30, 2013 to June 12, 2013

Job No.	Date	OH	1060.6.1	1062	1063.1	7006.1	6005.1	1068.6	3013	3500	6005	3014	TOTALS
Phase No.		1	80	80	80	40	40	30	80	40	80	80	
Task No.		50	30	30	30	30	30	30	30	30	30	30	
Thursday	5/30	1.5				1.5	2.5		1	0.5	0.5	0.5	8
Friday	5/31	2			0.5		4.5		0.5				8.5
Saturday	6/1												
Sunday	6/2												
Monday	6/3	4	0.5		0.5		1.5		2			0.5	9
Tuesday	6/4	4	0.5	1	1		0.5						9.5
Wednesday	6/5	1.5	0.5	0.5					1.5				7
Thursday	6/6	2.5		0.5					1			0.5	6
Friday	6/7	1		1	0.5		1.5	1.5					7.5
Saturday	6/8												
Sunday	6/9												
Monday	6/10	4			0.5		1.5						9
Tuesday	6/11		1		2		3						9.5
Wednesday	6/12	1					1						10
Total Hours		21.5	2.5	3	5	1.5	16	1.5	6	0.5	0.5	1.5	84

Hours Worked: 84 +Annual Leave 0 +Sick Leave 0 =Total Hours 84

Signature: 

*74 hrs
excluding 6/12/13
Due to PPV3*

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Client Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

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Name:	John Holtgreve	Pay Period	12
Employee No.	2	Dates:	May 29, 2013 to June 11, 2013

Job No.	Date	4501	3010.9.3	7004.8	1068.4	3010.9.4		2025	1063.2	7005.3	3016	2021	TOTALS
Phase No.		35	80	80	40	80		80	40	80	40	80	
Task No.		30	30	30	30	30		30	30	30	30	30	
Thursday	5/30												0
Friday	5/31	1											1
Saturday	6/1												
Sunday	6/2												
Monday	6/3												0
Tuesday	6/4		1.5	0.5	0.5								2.5
Wednesday	6/5				2.5	0.5							3
Thursday	6/6	1						0.5					1.5
Friday	6/7					1.5			0.5				2
Saturday	6/8												
Sunday	6/9												
Monday	6/10				0.5	1				0.5	1		3
Tuesday	6/11	1.5			0.5	1						0.5	3.5
Wednesday	6/12					8							8
Total Hours		3.5	1.5	0.5	4	12		0.5	0.5	0.5	1	0.5	24.5

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature:  _____


Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			
96-Damage Assessments			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Beau Baudier	Pay Period	6
Employee No.	78	Dates:	March 7, 2013 to March 20, 2013

Job No.	Date	3010											
Phase No.													
Task No.													
Thursday	3/7	3.5											
Friday	3/8	1											
Saturday	3/9												
Sunday	3/10												
Monday	3/11	0											
Tuesday	3/12	0											
Wednesday	3/13	0											
Thursday	3/14	1											
Friday	3/15	0											
Saturday	3/16												
Sunday	3/17												
Monday	3/18	1											
Tuesday	3/19	4											
Wednesday	3/20	4											
Total Hours		14.5											

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name: Beau Baudier	Pay Period 7
Employee No. 78	Dates: March 21, 2013 to April 3, 2013

Job No.	Date												
Phase No.													
Task No.													
Thursday	3/21	1											
Friday	3/22	0											
Saturday	3/23												
Sunday	3/24												
Monday	3/25	1											
Tuesday	3/26	1.5											
Wednesday	3/27	0											
Thursday	3/28	0											
Friday	3/29	0											
Saturday	3/30												
Sunday	3/31												
Monday	4/1	2											
Tuesday	4/2	1											
Wednesday	4/3	1.5											
Total Hours		8											

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Beau Baudier	Pay Period	8
Employee No.	78	Dates:	April 4, 2013 to April 17, 2013

Job No.	Date												
Phase No.													
Task No.													
Thursday	4/4	5											
Friday	4/5	4.5											
Saturday	4/6												
Sunday	4/7												
Monday	4/8	5											
Tuesday	4/9	2											
Wednesday	4/10	6											
Thursday	4/11	8											
Friday	4/12	6.5											
Saturday	4/13												
Sunday	4/14												
Monday	4/15	2											
Tuesday	4/16	1											
Wednesday	4/17	0											
Total Hours		40											

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			

Design Engineering, Inc.
Bi-Weekly Time Distribution Sheet

Name:	Beau Baudier	Pay Period	9
Employee No.	78	Dates:	April 18, 2013 to May 1, 2013

Job No.	Date	3010											
Phase No.													
Task No.													
Thursday	4/18	1											
Friday	4/19	2											
Saturday	4/20												
Sunday	4/21												
Monday	4/22	0											
Tuesday	4/23	0											
Wednesday	4/24	0											
Thursday	4/25	0											
Friday	4/26	1											
Saturday	4/27												
Sunday	4/28												
Monday	4/29	1											
Tuesday	4/30	0											
Wednesday	5/1	0											
Total Hours		5											

Hours Worked: _____ +Annual Leave _____ +Sick Leave _____ =Total Hours _____

Signature: 

Phase No.	Direct Task No.	Overhead Task No.	Reimbursable Task No.
1-Current/Gen. Office	10-Administration	10-Holiday	00-No Category
2-Payroll Additive/Overhead	20-Clerical	20-Annual Leave	10-Parking
20-Conceptual Planning	30-Engineering	30-Sick Leave	20-Travel
25-Financing	40-Drafting	35-Comp Leave	30-Hotels
30-Preliminary Design	50-Inspection	40-Adm. Leave	40-Meals
35-Design Memo/Study	60	45-Jury Duty	50-Office Supplies
40-Final Design	70-Computer Service	50-General Office	50-Miscellaneous Expenses
45-Redesign		60-Pension Plan	
50-Clent Revisions		70-Computer Service	
70-Bid Phase		80-Proposals	
75-Surveying		81-Pre-Contract Negotiations	
80-Construction Administration		82-Business Development	
85-Shop Drawings			
90-Post Construction Services			
95-Project Management			
90-Post Construction Services			
95-Project Management			